

National Lutheran School Accreditation

Cumulative Annual Report

Revised February 2019

Bethany Lutheran School
Long Beach, California

PART I: SCHOOL INFORMATION

School Name: Bethany Lutheran School
Address: 5100 E. Arbor Rd.
City / State / ZIP: Long Beach, CA 90808

School Administrator Name: Mary Fink
School Administrator Phone Number: 562-420-7783
School Administrator Email Address: mfink@bethanylutheran.org

LCMS District: PSWD

Co-Accredited By (*If Applicable*):

- | | |
|-------------------------------------|----------|
| <input checked="" type="checkbox"/> | WASC |
| <input type="checkbox"/> | AdvancED |

Date of Most Recent NLSA Site Visit: Full Visit: March 2015 Mid-cycle visit: March 2018

Report is for Year (*Indicate One*):

- | | |
|-------------------------------------|-----------------------|
| <input type="checkbox"/> | Year One |
| <input type="checkbox"/> | Year Two |
| <input type="checkbox"/> | Year Three |
| <input type="checkbox"/> | Year Four |
| <input checked="" type="checkbox"/> | Year Five (WASC Only) |

Administrator Signature: _____ Date: _____

Governing Authority Signature: _____ Date: _____

This report is due in the PSD district office no later than April 15. The District Accreditation Committee will review by June 15 and submit any findings to the National Accreditation Commission in July.

PART II: RECOMMENDATION REPORT FOR INDICATORS:

Additional Developments/School Improvement:

Staff:

- Kindergarten teacher retired after 35 years of teaching/ Hired a new Kindergarten teacher
- Scrip Coordinator retired after 25 years and \$15M in sales! Hired a new office assistant/Scrip coordinator
- Art Teacher retired/hired new art teacher
- Arranged for speech screening/therapy on campus

Building and Grounds:

- Installed new shade structures over playgrounds and lunch area
- Returned to worshipping in newly-remodeled (and beautiful!) sanctuary
- Refinished the gym floor
- Installed new sound system in gym
- Installed buzz-in system for security gates at church and school entrances
- Installed new landscaping at school entrance and along Arbor Rd.

Technology:

- Installed new flat panel display in Science lab
- Purchased new Chromebooks for Grades 5 and 6.

Programs:

- Began a parent prayer group.
- Began hosting a support group for parents of students with dyslexia and language-based learning differences

Curriculum:

- Launched SafeKids training with K-8 students and all staff members. Also held a Parent Info night to inform parents about the training and ways to support at home.

Systems:

- Began using Gradelink for student information and teacher record-keeping
- Moved to “continuous enrollment” model for returning students.

2019-2020 Progress on Critical Areas for Follow-up/Schoolwide Action Plan

Action Plan Task 1: Adopt a benchmark and progress-monitoring program for mathematics that includes intervention for students with specific learning needs.

Rationale: Students with specific learning needs in math will have their needs addressed.

Student Learning Outcome Addressed: “The learner will apply mathematical and scientific skills to life situations.”

Action Plan Tasks	Strategy	Person(s) Responsible	Timeline	School Year Addressed	Action Taken
1A	Explore mathematics benchmarking systems.	Principal, Key Teachers		2015-2016	Explored Dibels, FrontRow Math, and built-in system from currently adopted curriculum, Envision Math.
1B	Adopt benchmark system.	Key Teachers, Principal		2015-2016	Adopted Dibels-Math as benchmark system.
1C	Train teachers to administer assessments.	Principal		2015-2016	Four teachers attended Dibels training in July, then returned to train all other teachers in August.
1D	Establish benchmark assessment dates.	Student Success Coordinator, Principal		2015-2016	Dibels testing dates established and communicated to teachers.
1E	Draft job description for staff math specialist.	Principal, BOS		2015-2016	Position Description approved by BOS.
1F	Hire math specialist to work under Student Success Coordinator.	Principal, BOS		2015-2016	Math interventionist position is included in budget plans for 2016-2017.
1G	Schedule “push-in” sessions with Grades K-1.	Math Specialist		2016-2017	Math interventionist is working with small groups of students in Grades K-5 and teaching one section of 6 th Grade Math.
1H	Explore and adopt developmentally-appropriate math intervention programs.	Math Specialist		2016-2017	Math interventionist has participated in both online and in-person training, as well as explored math intervention programs with small groups of students.
1I	Determine math intervention parent communication and protocols.	Student Success Coordinator, Principal, Math Specialist		2016-2017	The math interventionist is utilizing a weekly parent/teacher report based on the model used in Bethany reading

					intervention program.
1J	Launch math intervention program.	Student Success Coordinator, Math Specialist		2016-2017	Bethany's math intervention program launched Fall 2016.
1K	Adopt ST Math, a supplemental visual instructional program that builds a deep conceptual understanding of math through rigorous learning and creative problem solving.	Principal, Math Specialist, Faculty		2016-2017	ST Math has been in place since Fall 2016.
1L	Establish two math paths for middle school math.	Principal, Middle School Math teacher		2017-2018	Middle school math paths are established.
1M	Adopt MAPS testing for Grades 2-8 and utilize math data to establish growth goals for students	Principal, Math Specialist, Faculty		2019-2020	MAPS testing in place.

Action Plan Task 2: School leadership should actively seek, evaluate and secure third-source funding,

Rationale: Third-source funding will give the school the financial flexibility to establish and expand needed school programs.

Action Plan Tasks	Strategy	Person(s) Responsible	Timeline	School Year Addressed	Action Taken
2A	Perform cost/benefit analysis for a thrift store.	BOS Subcommittee			
2B	Gather input from other Christian schools with thrift stores.	BOS, Principal		2014-2015	Met with thrift store operators for Zion, Anaheim and another local nonprofit.
2C	Secure start-up capital	BOS, Principal		2014-2015	The Board of Finance and Church Treasurer have given permission to use funds from a non-restricted gift as start-up capital.
2D	Meet with Board of Finance representatives and Church Treasurer to determine the need, if any, to form a separate non-profit entity as well as additional liability insurance.	BOS Subcommittee, Principal		2016-2017	The Board of Finance and Church Treasurer have given the go-ahead to starting the thrift store under Bethany's 501c3 ID.
2E	Form thrift store governance board with BOS member as ex-officio member.	BOS Subcommittee		2016-2017	Bethany's thrift store board has 8 members, one of whom is a Board of Schools Member.
2F	Write thrift store business plan.	Thrift store governance board		2016-2017	This is a current agenda item for the thrift store board...the initial business plan will be populated with numbers as data is gathered.
2G	Name the thrift store and develop a logo, website and social media presence.	Principal, Concordia University marketing students		2014-2015	The Concordia business students developed a logo, website and media presence. The thrift store board may or may not be using those materials when the store opens. TBD.
2H	Secure rental property.	Thrift store governance board		2017-2018	The thrift store board secured the services of a commercial real estate agent who is investigating possible properties.
2I	Hire project manager	Thrift store governance board		2018-2019	The project manager is taking the lead in securing a property, license, manager, etc.

					with the goal of opening by Summer 2019.
2J				2019-2020	We entered into negotiations to lease a property in Long Beach, but ran into zoning problems with the city, so are on the hunt for new properties. The search is suspended during the pandemic, of course.
2K	Establish volunteer protocols/policies.	Thrift store governance board, store manager	Spring 2019		
2L	Train and schedule volunteers.	Thrift store governance board, store manager	Spring 2019		
2M	Establish donation procedures/begin accepting thrift store donations.	Thrift store governance board, store manager	Spring 2019		
2N	Open thrift store doors for business.	Thrift store governance board, store manager	Summer 2019		
2O	Secure approval as a private school to accept international students for year-long (or longer) studies	Admissions Director, Principal		2016-2017	Received approval from the Dept. of Homeland Security in Spring 2016.
2P	Develop international admissions material and begin to recruit students for enrollment	Admissions Director		2016-2017	Handbook and admissions packet are complete and available online. Admissions director is in contact with other Lutheran schools who enroll international students to develop contacts in other countries.
2Q	Invest in and design a high-end international brochure designed to attract international students	Admissions Director, Principal		2019	International brochure published.
2R	Partner with an international recruitment agent	Admissions Director, Principal		2019	Bethany is partnering with US Education Federation to recruit students from China. Mary Fink and Kathy Tucker to travel with agent to China Mar.-Apr. 10, 2019
2S	Partner with a student housing company	Admissions Director, Principal		2019	Bethany signed a contract with AmeriStudent to provide housing and other services to international students

Action Plan Task 3: Develop a long-range strategic plan for church and school.

Rationale: A long-range plan will ensure the church and school’s sustainability.

Action Plan Tasks	Strategy	Person(s) Responsible		School Year Addressed	Action Taken
3A	Engage Church Council and BOS in strategic plan discussions.	Principal, Preschool Director, Pastors	Spring 2019	2019	Parent surveys launched 2019 for use in summer strategic planning session.
3B	Lead key church and school stakeholders in strategic planning process	BOS, Church Council	Fall 2019		
3C	Finalize strategic plan and outline action steps.	Church Council, BOS, Congregational President, Senior Staff	Fall 2019		
3D	Monitor strategic plan monthly.	Church Council, BOS, Congregational President, Senior Staff	Ongoing		
3E	Revise and update strategic plan annually.	Church Council, BOS, Congregational President, Senior Staff	Ongoing		

Action Plan Task 4: Evaluate and refine the Schoolwide Learner Outcomes and develop processes for measuring their effectiveness with student achievement.

Action Plan Tasks	Strategy	Person(s) Responsible	Timeline	School Year Addressed	Action Taken
4A	Participate in "Understanding by Design" training	Principal and Faculty	Fall 2019		
4B	Evaluate and refine Schoolwide Learner Outcomes and ensure that outcomes are written to be measurable using the UbD model.	School leadership, Faculty, Parents, BOS	Fall 2019	2019-2020	Key stakeholders collaborated to develop new Student Learning Outcomes: Learn/Love/Lead/Serve
4C	Develop means to assess Schoolwide Learner Outcomes	Department leaders, Faculty, Parent Representatives	Fall 2019	2019-2020	Faculty members and Board of Schools members further defined SLOs with measurable goals
4D	Communicate SLO's and assessment measures with all key stakeholders	Principal	Fall 2019		

Action Plan Task 5: Collaborate with church leadership to assess, document and strengthen evangelistic outreach to school students, families and the community.

Rationale: Bethany Lutheran School serves as one of the mission-outreach ministries of Bethany Lutheran Church. Sharing the Gospel of Jesus is one of the primary missions of the school.

Student Learning Outcomes Addressed: “The learner will demonstrate a personal relationship with Jesus Christ by applying Biblical truth to life.”

Action Plan Tasks	Strategy	Person(s) Responsible	Timeline	School Year Addressed	Action Taken
5A	Working with the Board of Evangelism, the Pastor of Family Life and the Family Ministry Team, identify key players in the evangelism plan.	Principal, Preschool Director, Board of Evangelism, Pastor of Family Life	Spring 2018	2018-2019	Key players identified as part of writing process.
5B	Recruit a prayer team who will commit to pray for the efforts of the Evangelism board and the school.	Family Ministry Team	Spring 2018		Family Ministry is no longer meeting.
5C	Utilize the Lutheran School Outreach materials from Lutheran Hour Ministries to evaluate current evangelism efforts and identify new possibilities.	Principal, Preschool Director, Board of Evangelism, Pastor of Family Life	Spring 2018	2018-2019	Lutheran School Outreach materials were used to write evangelism plan.
5D	Train the Board of Evangelism and current staff members using the video training series from Lutheran Hour Ministries.	Principal, Preschool Director, Board of Evangelism, Staff Members		2015-2016	All Bethany staff members participated in evangelism training utilizing materials from Lutheran Hour Ministries.
5E	Evaluate and document current evangelism efforts already in place.	Principal, Preschool Director, Board of Evangelism, Family Ministry Team, Pastor of Family Life		2015-2016	As part of the staff retreat, all staff members identified current evangelism (outreach to unchurched parents) efforts.
5F	Working with the Board of Evangelism, the Family Ministry Team and the Board of Evangelism write a formal evangelism plan for outreach to unchurched families.	Principal, Preschool Director, Board of Evangelism		2018-2019	Bethany’s evangelism plan for unchurched families is collaboratively written, approved and complete.

5G	Establish annual evaluation protocols for evangelism plan.	Principal, Preschool Director, Board of Evangelism	Spring 2019		
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